

# **6 FAH-4 H-100 FACILITY MAINTENANCE AT POST**

*(TL:FCLH-1; 06-16-1997)*

## **6 FAH-4 H-101 OBJECTIVES**

*(TL:FCLH-1; 06-16-1997)*

The objectives of the *Facilities Maintenance Handbook* are to:

- (1) Provide reference material for maintenance and repair activities.
- (2) Standardize maintenance procedures for all posts.
- (3) Establish criteria for all maintenance activities.
- (4) Promote a cost-effective maintenance and preventive maintenance program.

## **6 FAH-4 H-102 COMMENTS AND SUGGESTIONS**

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A/FBO/OPS/FAC welcomes comments and suggestions for improving the *FBO Facility Maintenance Handbook*. Please write us at:

Office of Foreign Buildings  
Facility Maintenance Division (OPS/FAC)  
U.S. Department of State  
Building SA-6, Room L-100  
Washington, D.C. 20520

## **6 FAH-4 H-103 GENERAL**

*(TL:FCLH-1; 06-16-1997)*

- a. **THIS IS NOT A TYPICAL TECHNICAL HANDBOOK**
- b. Do not just put this Handbook on the shelf and forget it, **THUMB THROUGH IT!**
- c. The Office of Foreign Buildings (A/FBO) has developed this specially as a workable maintenance management tool for the maintenance manager.

d. This Handbook was developed as a stand-alone guide for maintenance management at posts.

## **6 FAH-4 H-104 MAINTENANCE MANAGEMENT**

*(TL:FCLH-1; 06-16-1997)*

Facility maintenance is managed through the Facilities Manager (FM), who is either a Facilities Maintenance Specialist (FMS) or a General Services Officer (GSO) who has responsibility for facilities maintenance.

## **6 FAH-4 H-105 THROUGH H-199 UNASSIGNED**

